

CLEMSON UNIVERSITY
CLASSIFIED STAFF COMMISSION MINUTES
Tuesday, May 12, 1998

Cathy Bell called the meeting to order at 10:06 a.m.

Present: Patty Ables, Alexandra Barnes, Cathy Bell, Jamie Boggs, Kathy Bragg, Joyce Bridges, Debbie Calhoun, Myra Cato, Edward Chandler, Jenna Donald, Elmer Gray, Kathy Harper, Patty Harris, Dianna Haynes, Kim Keasler, LeRay Maw, Tony McGuirt, Martha Morris, Brenda Norris, Greg Padgett, Robin Page, Pam Parnell, Stephen Perry, Mark Pullen, Susan Reeves, Olivia Shanahan, BetseyShira, Dick Simmons, Charlotte Swafford, Chuck Toney, April Warner.

Absent: Margaret Batson, Brian Becknell, Roxanne Bernard, Michael Brewer, Sandra Burkett, Chris Caracciolo, Truette Dobson, Jerry Fincannon, Denise Hall, Beverly Holton, Mary Ladd, Cory Massey, Michael Parker, Sandra Parker, David Payne, Joan Smith, Amie Spitzer, Barbara Warmath.

1. The minutes stand approved as presented.
2. **President's Report:**
 - A. Cathy Bell reported we will not continue with roll call. Everyone will sign in and name placards will be used. Cathy will get with Debbie regarding a more permanent nameplate system.
 - B. Cathy plans to bring her copies of minutes from the meetings she attends to the CSC meeting so any interested parties may review them. Please feel free to do so.
 - C. **Academic Council** met on 4/6 and 5/4. Chuck Toney will be attending these meetings in the future. At the 4/6 meeting the new restructured list of 54 university committees was approved. The intention was to lessen the number of times these committees meet. At the 5/4 meeting a recommitment was made to look at those committees.
 - D. **President's Cabinet** met on 4/27, 5/4 and 5/11. The Campus Sweep went well. Scott Ludlow went on record as saying change over from American Express to Visa went smoothly. Pat Smart announced the Post-Tenure Review passed in the Faculty Senate. Greg Manley reported they are still interviewing for the Dean of the Graduate School. Mack Howard and Charles Tegen gave non-resident alien presentation at the 5/11 meeting.
 - E. **Board of Trustees:** Information was distributed on CHE updates, Board updates and by Thornton Kirby.
 - F. Ben Morton and Linda McCaskill served as Staff Marshals at graduation. Thank them for representing the staff. Let Cathy know if anyone would be interested in doing this in the future.
3. **Treasurer's Report:** Greg Padgett reported he is in the process of transitioning things from Cal Becker.
4. **Committee Reports**
 - A. **Standing Committees:**
 1. **Membership:** Alexandra Barnes reported name placards are down front. Membership Committee will meet directly following this meeting. If you need a name tag contact Alexandra. She still has some constituent lists and name tags to be distributed.
 2. **Communications:** Myra Cato reported Communications Committee will meet directly following this meeting.
 3. **Policy & Welfare:** April Warner reported she would like to thank all her committee members and the representatives who participated in the Open Forum. There were 76 constituents in attendance. Areas #17 and #7 had the highest number of constituents in attendance. They are already thinking of ways to make improvements for next year. Please share any ideas you may have with them. They are looking at doing more advertising. They would like more help in getting participation in the Facilities areas. They are also working on issues involving sick leave pool, annuities and SCSEA. April will send Debbie a note to send out to all representatives to forward to their Constituents, to remind persons to thank the business owners, which made donations for the Open Forum.
 4. **Scholarship:** Dianna Haynes reported for Brian that they met last Thursday. The golf tournament, which made approximately \$4000 in proceeds, had 16 teams and 28 hole sponsors. They have started planning for next year's tournament.

B. Ad Hoc Committees:

1. **CSC Survey:** Chuck Toney reported all surveys are being tabulated and ranked. There were 275 surveys (10%) returned. Salary is the main area of concern. He plans to provide a handout on the results of the survey.

C. University Committees:

1. **Accident Review Board:** Have not met.
 2. **Athletic Council:** Cathy Bell will be the representative on this committee. They have not met.
 3. **Bookstore Advisory:** Cathy reported she attended the 4/27 meeting. They are still working on getting faculty to use the on-campus bookstore more than the downtown businesses. No negative feedback has been received. CSC representative made comments regarding the paperwork required to make purchases there as opposed to no paperwork being required at the downtown businesses. Students are concerned about the Bookstore moving to the Hendrix Center when it opens.
 4. **Budget Council:** Upon Cal's recommendation Greg Padgett will be the new representative on this committee. They have not met.
 5. **CATS:** Have not met.
 6. **Faculty Senate Budget Accountability Committee:** Debbie Calhoun reported she was unable to attend the April 24th meeting. The next meeting will be on May 14th.
 7. **Human Resources Advisory:** Cathy Bell reported the next meeting will be on May 13th. Jerry Knighton of Access and Equity will be making a presentation.
 8. **Joint City/University:** Greg Padgett reported Morrison Elementary School's new building request has not been approved; it is on hold. There has been a gradual growth in the university community, which has led to a need for housing. One new dormitory will be built across from the Stadium along with an addition at Lightsey Bridge Apartments. Joint City/University is to hold their banquet at the Madren Center on May 21st.
 9. **Non-Student Regulations Task Force:** Cathy reported information was shared with the Policy and Welfare Committee to provide feed back. She has received a quick response. They agreed there was a need for a Code of Conduct. They provided information including other University's Code of Conduct materials which she will take to the next meeting on Thursday, 5/14.
 10. **Parking Advisory:** Elmer reported they had a brief meeting. There will be a Thursday night football game on ESPN. Parking concerns were overlooked and they expect chaos. The university is to go to a "single tag program" in another year without parking stickers. Next meeting will be in September. Question was posed as to why they mail the parking tag bills to home addresses as opposed to sending them through inter-office mail. Some people reported actually receiving two bills.
 11. **President's Commission on the Status of Women:** Myra reported they have cancelled their meeting twice. Next meeting is to be on Friday. Send your concerns to Myra. Question was raised on staff salaries and presentation of this information. Myra stated they are looking at having the results completed in the Fall. They started with Band 4 and are now working on Bands 5 and 6. They are comparing the salaries of males and females and are taking years of service and education into account. They are not comparing same job titles, just bands. Cathy and Myra are to talk about having the Committee Chair speak at a CSC meeting.
 12. **Quality of Minority Student Life (CQMSL):** Cathy reported they have not met and she is looking for a volunteer to serve on this committee.
 13. **Recreation Advisory:** Steve reported they have not met.
 14. **Travel Advisory:** Cory provided three handouts although he could not be present.
 15. **Union Advisory:** Elmer reported they did not meet.
- 5. Unfinished Business:**
- A. **Committee Assignments:** All have not been made. Contact Cathy if you are interested inserving on a University Committee. We would like to give everyone an equal chance to be considered for a Standing Committee Chair. Cathy will prepare brief capsules of each position for distribution. Once this information is received, contact Cathy if you are interested.
 - B. **Staff Proposal:** Executive Committee made proposal to Administrative Council asking for a staff liaison to the Administrative Council and Board of Trustees. Dr. Curris is in favor of this and has appointed Scott Ludlow as our liaison. Scotthas let Cathy know he is excited about this. Nothing was mentioned about our

request for a support staff person and a permanent home. Administrative Council is made up of the VP's, Thornton Kirby, David Stalnaker, Scott Ludlow, and Bobby Robinson (those persons reporting directly to the President).

6. New Business:

A. President's Commission on the Status of Black Faculty and Staff: President Curris has established this commission. It will be like the Women's Commission and will be comprised of 6 faculty and 6 staff. Dr. Curris will make the commission appointments. Cathy has been asked to submit 6 names for consideration by May 25th. Please send your suggestions to Cathy.

B. Cathy also thanked Tony McGuirt for attending today's meeting.

7. The meeting adjourned at 11:26 a.m.